

**TOWN OF SHEFFIELD
BOARD OF SELECTMEN
MAY 18, 2015
TOWN HALL
7:00 PM**

Board Members Present: David A. Smith, Jr., Chairman
Nadine A. Hawver, Clerk
Andrew G Petersen

Others Present: Alicia Dulin, Assistant to Town Administrator
Members of the public

Chairman Smith opened the meeting at 7:00 PM.

APPROVAL OF MEETING MINUTES:

Selectman Hawver moved to approve the meeting minutes from April 6, 2015, April 7, 2015 and April 21, 2015 as presented, seconded by Chairman Smith. The motion carried 2-0. Selectman Petersen abstained.

BOARD REORGANIZATION:

Chairman Smith moved to nominate Selectman Hawver to serve as Chairman, seconded by Selectman Petersen. The motion carried unanimously. Chairman Hawver moved to nominate Selectman Smith to serve as Clerk, seconded by Selectman Petersen. The motion carried unanimously.

BIKE-N-FLY FUNDRAISER APPROVAL:

Chairman Hawver stated that the Board had received a request from the Great Barrington Rotary for a bike race which will be held on August 15, 2015. There are two routes which are the same routes as last year. The event does not require services from the Town. Selectman Smith made a motion to approve the Great Barrington Rotary's Bike-N-Fly routes as presented, seconded by Selectman Petersen. The motion carried unanimously.

RELEASE OF EXECUTIVE SESSION MINUTES FROM MAY 30, 2014:

Chairman Hawver stated that there has been a request for a copy of the May 30, 2014 Executive Session minutes. Selectman Smith moved to release the Executive Session minutes from the May 30, 2014 meeting, seconded by Chairman Hawver. The motion carried 2-0. Selectman Petersen abstained.

DISCUSSION ON FORMING A CHARTER REVIEW COMMITTEE:

Selectman Smith stated that he has spoken to Administrator LaBombard about the possibility of forming a Charter Review Committee. He stated that he thinks it is a good idea to periodically do a review of the charter. Both Chairman Hawver and Selectman Petersen agree. It was the consensus of the Board to move forward and explore the possibilities of forming a Charter Review Committee.

FARMER’S MARKET REVIEW AND UPDATE:

Amelia Conklin from the Sheffield Farmer’s Market was present to ask for the Board’s approval of the 2015 Sheffield Farmer’s Market. She stated that the Farmer’s Market will operate on Friday’s from 3:00 PM-6:00PM from June 5, 2015 through October 9, 2015 and invited the Board and all residents to attend. Selectmen Smith moved to approve the dates and times for the 2015 Sheffield Farmer’s Market as presented, seconded by Selectman Petersen. The motion carried unanimously.

RESERVE INTERMITTENT POLICE OFFICER RESIGNATION:

Selectman Smith moved to accept Gary Mitchell’s resignation, seconded by Selectman Petersen. The motion carried unanimously.

MEMORIAL DAY PARADE PERMITS:

Chairman Hawver stated that The American Legion Post 340 has applied for a permit for the Memorial Day Parade to be held on May 25th at 11 am in Sheffield. She stated that the Ashley Falls Village Improvement Society has also applied for a permit for the Memorial Day Parade to be held on May 25th at 8:00 am in Ashley Falls. Selectman Smith moved to grant parade permits to the American Legion for the Memorial Day Parade on May 25th at 11 am and also to the Ashley Falls Village Improvement Society for a Memorial Day Parade in Ashley Falls on May 25th at 8 am, seconded by Selectman Petersen. The motion carried unanimously.

AWARD BID – COLD-IN PLACE RECYCLING:

Chairman Hawver stated that one bid was received for the cold-in place recycling in the amount of \$314,493.84 from The Gorman Group, LLC. Selectman Smith moved to award the bid for the cold-in place recycling to The Gorman Group, LLC in the amount of \$314,493.84, seconded by Selectman Petersen. The motion carried unanimously.

SELECTMEN’S ITEMS:

Selectman Smith welcomed Selectman Petersen to the Board and thanked Rene Wood for her dedicated years of service on the Board.

Chairman Hawver reminded residents that tag sale permits are now obtained at the Town Hall instead of the Police Department.

Selectman Petersen reminded residents to remove tag sale signs after a tag sale has been held.

PUBLIC COMMENT:

David West asked the Board if they were aware of the changes on the Board of Registrars and stated that he was concerned that there was not enough money in the Elections and Registration budget. Chairman Hawver stated that the Board was aware of the changes on the Board of Registrars and stated that the Board has been looking into consolidation and making a more efficient use of tax dollars. She stated that she would discuss the budget shortage concern with Administrator LaBombard.

Catherine Miller asked that town officials whether paid, appointed or otherwise, refrain from discussing town business unless there is a posted meeting. She stated that she was told about an illegal meeting that took place a few weeks earlier. Ms. Miller also asked if it was a policy of the Board to allow unposted meetings. Chairman Hawver asked Ms. Miller what meeting she was referring to and stated that she was not aware of any illegal meetings that took place. Chairman Hawver also stated that there is not a policy for use of Town Hall meeting rooms but the Board would discuss creating one.

Selectman Smith moved to adjourn the meeting, seconded by Selectman Petersen. The motion carried unanimously

Chairman Hawver adjourned the meeting at 7:30 PM.

Respectfully submitted:

Alicia Dulin
Assistant to Town Administrator

Documents reviewed at this meeting:
Bike-N-Fly Request and Rout Map
Sheffield Farmer's Market Handouts
E-mail from Chief Munson and Letter from Administrator LaBombard's Resignation
Memorial Day Parade Permit Requests
Cold-In Place Recycling Bid Sheet